

# FIRST RESPONDER JOINT INSURANCE FUND

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## GENERAL FUND AND EXECUTIVE COMMITTEE'S MEETING MINUTES

May 1, 2024

**I. Call to Order – Chief Robert MacFarland, Chairperson**

The meeting was called to order at 9:39 a.m.

**II. Open Public Meetings Statement – Chief Robert MacFarland, Chairperson**

The Open Public Meetings Act was read.

**III. Flag Salute and Moment of Silence**

**IV. Roll Call**

**Executive Committee**

Chief Thomas Komlosi, Jr.	Bordentown BOFC #1	Present
Chief Robert MacFarland	Bordentown BOFC #2	Present
James Turcich	Delran BOFC #1	Present
Joseph Robinson	Beverly City BOFC	Absent
Roger Butler (l. 10:30 am)	Cinnaminson BOFC #1	Present

**Alternate Executive Committee**

Joseph Jackson	Berlin Twp. BOFC #1	Present
Franklin Jackson V	Haddon BOFC #1	Present
Chief Alan Pine	Mt. Laurel Fire District #1	Absent
Chief Robert Tharp	Florence BOFC #1	Present

**Alternate Fund Commissioners Present**

Joseph Cunningham Sr.	Delran BOFC #1
James Briles	Berlin Township BOFC #1

**Also Present**

Chuck Hartsoe	PEGAS
Barbara Murphy	PEGAS/Risk and Loss Managers, Inc.
Michaelene Miller	
M. Paige Berry	Saul Ewing LLP
Richard Lorentzen	Treasurer
Jamie Shooks	The Actuarial Advantage
Justine Schwinge	Highland Claim Services
Adam Giaquinto	Medlogix
Marty Hammond	PFM/NJ ARM
Zachary O'Grady	
Allie Coscia	
Shawn Gillon	Withum Smith & Brown
Don Ruprecht	J.A. Montgomery Risk Control Services
Terry Burke	A.J. Gallagher

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Rick Bean	Henry Bean & Sons Insurance
Ryan Jones	Rue Insurance
Peter Papa	Van Dyk Group

## IV. Introduction of Guests

There were no introductions.

## V. General Fund Business

There was no general fund business.

## VI. Executive Committee Business

### A. **Approval of the January 3, 2024 Reorganization and Executive Committee's Open and Closed Meeting Minutes.**

**Motion** to approve the January 3, 2024 Reorganization and Executive Committee's Open and Closed Meeting Minutes.

**Moved:** James Turcich

**Seconded:** Chief Thomas Komlosi, Jr.

**Vote:** Approved: Unanimous                      Nay:

### B. **Reports**

#### 1. **Chairperson – Chief Robert MacFarland**

There was no report.

#### 2. **MEL Delegate – Chief Robert MacFarland**

Chief MacFarland stated that he had recently joined the MEL Safety Committee and would be participating in future subcommittee meetings. He stated that the subcommittee had recently met to discuss the MEL/MSI app, website and trainings.

#### 3. **Cyber JIF Delegate – Chief Matthew Martin**

There was no report.

##### a. **D2 Cyber Security – Brian Lau**

Brian Lau provided an update on the Fund members' employee security awareness training, phishing and external vulnerability scanning and testing. He stated that the employee participation rate for FIRST's members was approximately 55%, and 70-80% overall among the Cyber JIF members. He stated that the training was due by June 30, 2024.

Chief Tharp commented that many of the security controls outlined in the program were difficult for members to comply with. He also asked how compliance would be affected by the use of third-party vendors to store confidential data. Discussion ensued and Barbara Murphy stated that she would reach out to Cyber JIF representatives to arrange meeting with fund members to review the criteria and answer questions regarding the elements required for compliance with the Cyber Risk Management Program.

#### 4. **Secretary – James Turcich**

There was no report.



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- a. Resolution 2024-25 Approving Contracts for Risk Management Consultants  
**Motion** to approve resolution 2024-25 approving contracts for risk management consultants.

**Moved:** James Turcich

**Seconded:** Roger Butler

**Vote:** Approved: Unanimous    Nay:

## 10. Administrator – Public Entity Group Administrative Services (PEGAS)

As per the report included in the agenda package.

- a. Return of Surplus

The administrator reviewed the financial fast track included in the agenda package. Barbara Murphy stated that, now that the 12/31/24 audited financial statement was released, the finance subcommittee would be convening shortly to discuss a recommendation for a return of surplus. She suggested that the subcommittee take a conservative approach toward a recommendation.

- b. 2025 Renewal Process

The administrator stated that the 2025 budget and underwriting timeline would be released shortly. Barbara Murphy stated that members' property appraisals were nearing completion, and that the administrator's office would be compiling the data. She stated that individual member's increases or decreases would be reviewed once completed.

## 11. Managed Care Organization – Medlogix

As per the report included in the agenda package.

## 12. Loss Control Specialist – J.A. Montgomery Risk Control

As per the report included in the agenda package.

### C. Old Business

There was no old business.

### D. New Business

There was no new business.

### E. Public Comment

There was no public comment.

### F. Claims Sub-Committee Report

**Authorization of Payments Recommended by the Claims Sub-Committee.**

**Motion** to ratify the January 31, 2024 Claims Sub-Committee Meeting Minutes.

**Moved:** Joseph Jackson

**Seconded:** Chief Thomas Komlosi

**Vote:** Approved: Unanimous    Nay:

### G. Closed Session

**Motion** to adjourn Open Session.

**Moved:** Joseph Jackson

**Seconded:** James Turcich

**Voted:** Approved: Unanimous    Nay:

Open Session adjourned at 10:45 a.m.

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## H. Open Session Resumes

**Motion** to return to Open Session.

**Moved:** Joseph Jackson

**Seconded:** James Turcich

**Vote:** Approved: Unanimous      Nay:

Open Session resumed at 11:02 a.m.

## I. Claims Payment Authorization and Other Actions Established in Closed Session

**Motion** to approve claim payments and authorize actions established in closed session.

**Moved:** James Turcich

**Seconded:** Joseph Jackson

**Vote:** Approved: Unanimous      Nay:

## VII. Adjournment

**Motion** to adjourn the meeting.

**Moved:** Chief Thomas Komlosi

**Seconded:** Joseph Jackson

**Vote:** Approved: Unanimous      Nay:

The meeting was adjourned at 10:03 a.m.

The next meeting will be held at **9:30 a.m. on September 18, 2024.**

Respectfully Submitted,

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Authorized Signature